

FY 2015-2016
PLANNING WORK PROGRAM (Revised)
ANNUAL PROPOSED FUNDING SOURCES TABLE
Kerr-Tar Rural Planning Organization

TASK CODE	TASK CODE/ WORK PRODUCT DESCRIPTION	WORK PRODUCT FORMAT	GEOGRAPHY	PRIMARY PROJECT # (IF APPLICABLE) FY_00X	RPO PROGRAM FUNDS		
					HIGHWAY/TRANSIT		TOTAL
					LOCAL 20%	STATE 80%	
I. DATA COLLECTION AND ASSESSMENT							
I-1	DATA COLLECTION AND ASSESSMENT				\$ 3,000	\$ 12,000	\$ 15,000
I-1.1	CTP Inventory and Assessment						
	Regional CTP Needs	Administrative	Kerr Tar	1516_000			
I-1.2	Bicycle and Pedestrian Inventory and Assessment						
I-1.3	Parking Inventories						
I-1.4	Vehicle Occupancy Rates (VOR) Counts and Assessment						
I-1.5	Traffic Volume Counts and Assessment						
	Macon Madison Blvd						
I-1.6	Crash Data and Assessment						
	Crash Data and Assessment	Summary/Assessment	Louisburg town	1516_000			
I-1.7	Public Transportation Service Data and Assessment						
	Update public transportation data for Locally Coordinated Transportation Plan (Will will work on as MM)	Summary/Assessment	Kerr Tar	1516_000			
I-1.8	Multimodal Data Collection and Assessment						
I-1.9	Freight Data Collection and Assessment						
I-1.10	Socioeconomic Data Inventory						
	Update KTRPO data for regional transportation website	Summary/Assessment	Kerr Tar	1516_000			
I-1.11	Environmental and Land use Data Inventory and Assessment						
	205j Water Quality Applicaton	Other	Kerr Tar				
	EPA Brownfields Assessment Grant	Other	Kerr Tar				
I-1.12	Demographic Data Collection and Assessment						
	Update KTRPO data for regional transportation website	Summary/Assessment	Kerr Tar	1516_000			
II. TRANSPORTATION PLANNING							
II-1	COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT				\$ 776	\$ 3,105	\$ 3,881
II-1.1	Develop CTP Vision						
II-1.1.a	CTP Study Setup						
	Initiate Granville County CTP update if approved by TPB. Evaluate needs for updates for municipal /county plans; work as required	Administrative	GRANVILLE				
II-1.1.b	Local CTP Vision						
II-1.2	Conduct CTP Needs Assessment						
II-1.2.a	Data Collection and Assessment						
II-1.2.b	Current and Future Year Data Endorsements						
II-1.2.c	Deficiency Assessment						
II-1.3	Analyze Alternatives and Environmental Screening						
II-1.3.a	Alternatives Assessment						
II-1.3.b	Local Alternative Consensus						
II-1.4	Develop Final Plan						
II-1.4.a	Develop CTP Maps						
II-1.4.b	Local Endorsement						
II-1.4.c	Adopt Plan						
II-1.4.d	CTP Document						
II-1.4.e	CTP and Local Land Use Revisions						
II-1.4.f	Development of Local Implementation Strategies						
II-2	PRIORITIZATION AND PROGRAM DEVELOPMENT				\$ 5,600	\$ 22,400	\$ 28,000
II-2.1	Local Project Prioritization						
II-2.1.a	Local Project Prioritization						
	STI Committee	Meeting Participation	Kerr Tar	1516_002			
	Review local and update local projects for prioritization, submit any new candidate projects, assign Regional Impact Local Input points (based on tentative P4.0 Schedule)	Administrative	Kerr Tar	1516_002			
	Consolidated CTP Project Lists	Spreadsheet	Kerr Tar	1516_002			
II-2.1.b	Project Entry and SPOT Prioritization Process						
II-2.2	STIP Participation						
II-2.2.a	STIP Participation						
	Distribute and facilitate comments for P4.0 / STI to members; receive and review documentation and guidance about new funding, project scores and rankings, and process.	Administrative	Kerr Tar	1516_002			
II-3	PROJECT DEVELOPMENT				\$ 430	\$ 1,720	\$ 2,150
II-3.1	Problem Statement and Purpose and Need						
II-3.1.a	Purpose and Need Data						
	Location Affordability Study						
II-3.1.b	Public Involvement Strategies						
	Disseminate information about projects for comment and public information	Administrative	Kerr Tar	1516_002			
II-3.2	Merger Process						
II-3.2.a	Meeting Attendance						
II-3.2.b	Review and Comment						

TASK CODE	TASK CODE/ WORK PRODUCT	WORK PRODUCT	GEOGRAPHY	PRIMARY PROJECT #	RPO PROGRAM FUNDS		
					HIGHWAY/TRANSIT		
II-3.3	Receive and distribute project plans	Administrative	Kerr Tar	1516_000			
II-3.3.a	Indirect and Cumulative Effects ICE Assessment of Probable Growth				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.		
II-4	GENERAL TRANSPORTATION PLANNING				\$ 9,600	\$ 38,400	\$ 48,000
II-4.1.a	Regional or Statewide Planning				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.		
	Participation in regional and local planning efforts and committee as the KTRPO representative (i.e. US-158 Corridor Association; Granville CTP Committee)	Meeting Participation	Kerr Tar	1516_000			
	NCARPO Website-Provide routine site maintenance including updating posts for meetings, posting minutes, hotel info, and agendas, and contact info, announcements and links.	Administrative	NC STATE	1516_000			
	NCARPO Committees and Workgroups (Pike and Ped Ctee., TAMP Paving Workgroup)	Meeting Participation	NC STATE				
	NCARPO	Meeting Participation	Kerr Tar	1516_000			
II-4.1.b	Special Studies and Projects						
	Town of Macon Pedestrian Plan	Report	Macon	1415_000			
	Town of Warrenton Pedestrian Plan	Report	Warrenton	1415_003			
	Initiate Study for Multi-modal station in downtown Henderson	Summary/Assessment	HENDERSON	1516_000			
	Town of Stem Community Plan	Report	STEM	1415_004			
	Madison Blvd Visualization	Other	Roxboro	1213_009			
	Bickett Blvd Visualization	Other	Louisburg	1213_009			
	Louisburg Transit Plan	Other	Louisburg				
II-4.1.c	CMAQ Planning						
	Regional CMAQ funding updates and new project identification; assistance with applications; technical assistance and endorsements as necessary	Administrative	Kerr Tar	1516_000			
II-4.1.d	Air Quality Assessment						
	Receive and review SICM air quality data	Administrative	Kerr Tar	1516_000			
II-4.1.e	Alternative Funding						
	Oxford, NC-Alt. funding for Oxford Greenway Trails	Administrative					
II-4.1.f	Training and Certification						
	Technical Training (such as TEASS training)	Administrative	Kerr Tar	1516_000			
	Professional Training and Memberships	Other	Kerr Tar	1516_000			
II-4.2	Title VI						
II-4.2.a	RPO Affirmation of Title VI Compliance						
II-4.2.b	Transportation Initiatives and ADA Compliance						
II-4.2.c	Environmental Justice Assessment						
II-4.2.d	Limited English Proficiency (LEP) Assessment						
III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES							
III-1	ADMINISTRATIVE DOCUMENTS AND PUBLIC INVOLVEMENT				\$ 4,800	\$ 19,200	\$ 24,000
III-1.1	Administrative				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.		
III-1.1.a	Planning Work Program						
	FY17 PWP	Administrative	Kerr Tar	1516_000			
	FY16 PWP Implementation	Administrative	Kerr Tar	1516_000			
	FY16 Revisions Amendment	Administrative	Kerr Tar	1516_000			
III-1.1.b	5-Year Planning Calendar						
	Prepare 5 year planning calendar for 2016-2021	Administrative	Kerr Tar	1516_000			
III-1.1.c	Quarterly Invoice and Progress Reports						
	Prepare quarterly Invoices and progress reports	Administrative	Kerr Tar	1516_000			
III-1.1.d	TCC/TAC Work Facilitation						
	Prepare meeting agendas, minutes, speakers	Administrative	Kerr Tar	1516_000			
III-1.1.e	Regulatory Documents						
	SEI FY16	Administrative	Kerr Tar	1516_000			
III-1.1.f	Miscellaneous Expenses						
	Solar Workshop Facilitation						
	Active Routes to School						
	National Walk to School Day						
	SE High Speed Rail						
	Litter						
	Nat'l Rural Transp. Peer Learning Conf, Chattanooga-June 2016						
III-1.2	Public Involvement						
III-1.2.a	Public Involvement Plan (PIP)						
III-1.2.b	Documentation of Public Input						
	NHS Review						
TOTAL					\$ 24,206	\$ 96,825	\$ 121,031

Approved by the 1 _____, 2016.

Signature, TAC Chairman

Signature, RPO Secretary

Planning Work Program Amendment Template

May 24, 2016

Transportation Planning Branch
North Carolina Department of Transportation
1554 Mail Service Center
Raleigh, NC 27699-1554

Subject: Planning Work Plan Amendment, FY 15-16
Kerr-Tar Planning Organization

Dear Ms. Desai and Mr. Walston:

The **Kerr-Tar** Rural Planning Organization (**Kerr-Tar** RPO) is seeking Transportation Planning Branch approval for the amended FY 15-16 Planning Work Program. This amendment was deemed necessary by RPO staff, who reviewed the current fiscal year planning work program and budget and identified shifts of money that are necessary to reflect actual work demands through the first eight months of the fiscal year. The changes were recommended by the Technical Coordinating Committee on 5/26/16 and endorsed by the Technical Advisory Committee on 5/26/16. There is no change to the RPO's overall budget and no money is requested of RPO members.

The recommended changes are as follows:

II-1 – Comprehensive Transportation Plan (CTP) Development

II-1.1.a-CTP Study Setup: There are no changes to the specified deliverables, but the amount of money allocated for under category is **reduced** by \$4,000 due to the Granville County CTP update getting started later in the fiscal year. The main work on this update will be in FY2016-2017.

Total for **II-1(Comprehensive Transportation Plan (CTP) Development)-reduced** by \$4,000.

II-4 – General Transportation Planning

II-4.1.a - Regional or Statewide Planning and II-4.1.b-Special Studies and Projects: There is no change in the deliverables for these line items, but funding is **increased** for General Transportation Planning by \$2,000 to reflect work related to participating in committees and workgroups for the NCARPO as well as the Madison Boulevard Visualization and Louisburg Transit Plan.

Total for **II-4 (General Transportation Planning) – increased** by \$2,000.

III-1-Administrative Documents and Public Involvement

III-1.1 Administrative: This line item has involved an additional TCC/TAC meeting **under III-1.1.d** (funding increased by \$500) and **III-1.1.f Miscellaneous Expenses** has involved travel and

meeting prep for the RPO Coordinator to present and receive a NADO 2016 Excellence in Regional Transportation Award “Imagine Bickett Boulevard” at National Rural Transportation Peer Learning Conference in Chattanooga, TN June 13-15(funding increased by \$1500).

Total for **III-1 (Administrative Documents and Public Involvement)** – **increased** by \$2,000.

Sincerely,

Jimmy Clayton, May 26, 2016, Kerr-Tar TAC Chair

Ann Stroobant, May 26, 2016, Kerr-Tar RPO Coordinator

**FY 2015-2016
PLANNING WORK PROGRAM
AMENDMENT TABLE
Kerr-Tar Rural Planning
Organization (TEMPLATE)**

4th Quarter Amendment Table		
Date: 26/May/2016		
Original Budgeted Amount for Q4	Net Change	New 4th Quarter Budgeted Amount
I. DATA COLLECTION AND ASSESSMENT		
\$ 3,450	\$ 0	\$ 3,450
<p>MONEY WAS TRANSFERRED FROM SUBCATEGORY X AND APPLIED TO SUBCATEGORY Y BECAUSE: ADD/DELETED LINE ITEM OR MORE MONEY NEEDED / LINE ITEM.</p> <p>CHANGES TO FUNDING FOR SUB-CATEGORIES EXCEEDING \$2,500 WILL REQUIRE AN AMENDMENT. PROVIDE EXPLANATION FOR \$ TRANSFERRED.</p>		
II. TRANSPORTATION PLANNING		
\$ 5,381	\$ (4,000)	\$ 1,381
<p>MONEY WAS TRANSFERRED FROM SUBCATEGORY II-1.1.a-Comprehensive Transportation Plan (CTP) Development AND APPLIED TO SUBCATEGORIES II-4.4.a Regional or Statewide Planning, II-4.4.b Special Studies and Projects, III-1.1.d TACTCC Work Facilitation and III-1.1.f Miscellaneous Expenses BECAUSE of the Granville County CTP Update getting started later in the fiscal year. The main work on this update will be in FY2016-2017. MORE MONEY was added to these line items (see below).</p> <p>CHANGES TO FUNDING FOR SUB-CATEGORIES EXCEEDING \$2,500 WILL REQUIRE AN AMENDMENT (Planning Work Program Amendment Provided.) PROVIDE EXPLANATION FOR \$ TRANSFERRED.</p>		
\$ 5,300	\$ 0	\$ 5,300
<p>MONEY WAS TRANSFERRED FROM SUBCATEGORY X AND APPLIED TO SUBCATEGORY Y BECAUSE: ADD/DELETED LINE ITEM OR MORE MONEY NEEDED / LINE ITEM.</p> <p>CHANGES TO FUNDING FOR SUB-CATEGORIES EXCEEDING \$2,500 WILL REQUIRE AN AMENDMENT. PROVIDE EXPLANATION FOR \$ TRANSFERRED.</p>		
\$ 400	\$ 0	\$ 400
<p>MONEY WAS TRANSFERRED FROM SUBCATEGORY X AND APPLIED TO SUBCATEGORY Y BECAUSE: ADD/DELETED LINE ITEM OR MORE MONEY NEEDED / LINE ITEM.</p> <p>CHANGES TO FUNDING FOR SUB-CATEGORIES EXCEEDING \$2,500 WILL REQUIRE AN AMENDMENT. PROVIDE EXPLANATION FOR \$ TRANSFERRED.</p>		
\$ 5,067	\$ +2,000	\$ 7,067
<p>MONEY WAS TRANSFERRED FROM II-1.1.a-Comprehensive Transportation Plan (CTP) Development AND APPLIED TO SUBCATEGORIES II-4.4.a Regional or Statewide Planning, II-4.4.b Special Studies and Projects BECAUSE: There is no change in the deliverables for these line items, but funding is increased for General Transportation Planning by \$2,000 to reflect work related to participating in committees and workgroups for the NCRPO as well as the Madison Boulevard Visualization and Louisburg Transit Plan.</p> <p>CHANGES TO FUNDING FOR SUB-CATEGORIES EXCEEDING \$2,500 WILL REQUIRE AN AMENDMENT. PROVIDE EXPLANATION FOR \$ TRANSFERRED.</p>		
III. ADMIN OF PLANNING & POLICIES		
\$ 6,403	\$ +2,000	\$ 8,403
<p>MONEY WAS TRANSFERRED FROM II-1.1.a-Comprehensive Transportation Plan (CTP) Development AND APPLIED TO SUBCATEGORIES:III-1.1 Administrative: This line item has involved an additional TCC/TAC meeting under III-1.1.d (funding increased by \$500) and III-1.1.f Miscellaneous Expenses has involved travel and meeting prep for the RPO Coordinator to present and receive a NADO 2016 Excellence in Regional Transportation Award "Imagine Bickett Boulevard" at National Rural Transportation Peer Learning Conference in Chattanooga, TN June 13-15 (funding increased by \$1500).</p>		
\$ 26,001	\$ 0	\$ 26,001
\$ 20,800.80	\$ 0	\$ 20,800.80
\$ 5,200.20	\$ (1,000)	\$ 5,200.20

Funding Reduced by \$4,000

Funding increased by \$2,000

Funding increased by \$2,000

Approved by the TAC on _____, 2016.

Signature, TAC Chairman

Signature, RPO Secretary